

Sponsors,

In an effort to streamline the training process for your staff and volunteers, the SFSP team has put together a training power point for your use. We tried to make the power point adaptable to the needs of your program. Below, you will find a few helpful tips on how to best use the training.

- The sections of the training are site staff, Civil Rights, site supervisors, and monitors.
- Each section is clearly marked with an aqua colored title page.
- Monitors will stay for the entire length of the training as they will need to know all of the information included to perform their duties.
- Site Supervisors will need to be in attendance for the training until their section ends. Once the aqua "Monitor" title slide comes up, your site supervisors may leave.
- Site staff will need to be in attendance for the training until the Civil Rights section ends. Once the aqua "Site Supervisor" title slide comes up, your site staff may leave.
- Please look in the notes section at the bottom of each slide prior to training your staff and volunteers. There is important information for you on some of the slide on how you may adapt, explain, or delete information depending on how you run your program.
- Remember to have all staff and volunteers sign in on an agenda/sign in sheet!

Please let us know if we can be of any help when you are preparing your training!